

TRANSPORTATION ENHANCEMENT GUIDELINES:

Project Proposal Documentation:

Each project proposal forwarded to WSDOT for funding consideration must contain the following information:

- Completed Transportation Enhancement Report form.
- Responses to the following:
 1. Describe the proposed project and its relationship to the surface transportation system.
 2. Describe how the proposed project addresses the activity criteria.
 3. Describe how the proposed project improves the quality of life, and enhances the travel experience for people traveling by all modes.
- If applicant is not a CA agency, provide confirmation that a CA agency has agreed to administer project.
- Provide an 8-1/2" by 11" vicinity map of all project site locations, if applicable.

Project Proposal Submittal Process:

Each RTPo enhancement committee will utilize its own process and criteria to prioritize projects within their respective area. RTPOs will provide WSDOT, by November 1, 2005, a prioritized list of project proposals equal to their target allocation, plus up to five additional project proposals beyond their allocation, except for the Puget Sound Regional Council, who may submit up to ten additional project proposals. In addition to their prioritized lists and project proposal documentation, RTPOs will provide to WSDOT a list of all project proposals received. This list will include the project sponsor, project title, requested enhancement funds, and the project's main enhancement activity.

Statewide projects (project spans more than two RTPOs) will be submitted directly to WSDOT, and are due at the same time as the RTPo project proposals.

Selection Process:

The statewide Transportation Enhancement Committee will meet in January 2006 to produce a list of recommended projects based on the regional priorities as established by the RTPOs and the committee's enhancement activity priorities. It is the committee's intention to recommend the prioritized RTPo lists for selection without change, assuming the lists show equity amongst the eligible activities. The list of recommended projects will be forwarded to the Secretary of Transportation for final selection in February 2006.

Ready to Proceed Requirement:

The basic requirement for a Transportation Enhancement project is that the proposed work meets at least one of the twelve eligible activities, and that those eligible activities are related to surface transportation. Beyond this basic requirement, each proposed Enhancement project must be ready to proceed with funded Enhancement activities within one year of selection notification. If a selected project is unable to meet the ready to proceed requirement, its funding will be rescinded and utilized for future selections.

Certification Acceptance (CA) Requirement:

Certification Acceptance (CA) is a program in which the Federal Highway Administration (FHWA) delegates authority to the Washington State Department of Transportation (WSDOT) for approving project development and construction administration on federal-aid projects. WSDOT has the option of further delegating this authority to qualified agencies.

All federal-aid projects must be administered by a CA agency. Non-CA agencies can apply for Transportation Enhancement funding, but they must have a CA agency sponsor the project. This sponsorship must be in place prior to applying for funds. All 39 counties in Washington State have CA status, as well as approximately 60 cities, and the six WSDOT Region Local Programs offices.

Activity Criteria:

The following criteria identify the areas within each qualifying activity that the committee feels should be the focus of this call for projects. The RTPs are free to prioritize their proposed projects without regard to these criteria; however, these criteria will be the basis of how the committee recommends projects for funding through the non-target allocation portion of the program.

Pedestrian and Bicycle Facilities

- Complete networks.
- Retrofit existing facilities for ADA accessibility.
- Improves multi-modal access for all.
- Promotes active living and a healthy lifestyle.

Pedestrian and Bicycle Safety and Education

- Promotes safe pedestrian and bicycle routes.
- Promotes safe routes to schools.
- Safety training for children.
- Enhance existing highway safety education activities or materials.
- Enhance driver education classes and/or materials with pedestrian and bicycle safety elements.
- Promotes active living and a healthy lifestyle.

Activity Criteria (continued):**Acquisition of Scenic Easements and Scenic or Historic Sites**

- Protection of sites in danger of neglect or development in a manner inconsistent with their historic or scenic nature.
- Increase tourism or provides an economic benefit.
- Completes a missing link in acquiring a scenic easement for a continuous area.
- Implements a high priority project in an existing federal, state, or tribal Scenic Byway Corridor Management Plan.

Scenic or Historic Highway Programs

- Increase tourism or provides an economic benefit.
- Implements a high priority project in an existing federal, state, or tribal Scenic Byway Corridor Management Plan.

Landscaping and Scenic Beautification

- Streetscape improvements.
- Downtown revitalization.
- Increase tourism or provides an economic benefit.
- Landscaping that includes removal of invasive plants and revegetation.

Historic Preservation

- Restoration or rehabilitation and reuse of historic buildings and structures for transportation related uses.
- Produce interpretive displays at historic sites.
- Protection of sites in danger of neglect or development in a manner inconsistent with their historic nature.
- Project is located in a National Historic District.
- Downtown revitalization.

Rehabilitation and Operation of Historic Transportation Facilities

- Restoration or rehabilitation of facilities for transportation related uses.
- Project is located in a National Historic District.

Preservation of Abandoned of Railway Corridors

- Acquisition of railroad rights-of-way to preserve and protect railway corridors.
- Provide multi-use trail on or along corridor.

Control and Removal of Outdoor Advertising

- Removal of illegal and non-conforming signs.
- Inventories of illegal and non-conforming signs for use in planning removal efforts.
- Implements a high priority project in an existing federal, state, or tribal Scenic Byway Corridor Management Plan.

Activity Criteria (continued):**Archaeological Planning and Research**

- Cultural resource inventories, including GIS.
- Development of archaeological predictive models.

Environmental Mitigation to Address Water Pollution Due to Highway Runoff or Reduce Vehicle-caused Wildlife Mortality

- Restoration or rehabilitation of wetlands.
- Mitigation that mimics or restores natural processes.
- Projects that provide connectivity between treatment systems.
- Projects that maintain, improve, or restore habitat connectivity.

Transportation Museums

- Increase tourism or provides an economic benefit.
- Provides transportation related exhibits.
- Development of historic walking tours.

Funds Management:

There is no minimum or maximum amount of Enhancement funding that may be awarded to a project. No local match is required as award amounts are provided with a federal share of 100 percent. Applicants can use additional sources of funds on projects, but the RTPOs are not to use local match as a scoring criterion. Increases to award amounts will only be considered as part of a future call for projects. Unutilized funds from project cancellations and savings from completed projects will be held in reserve for future year's selections.

Target Allocations:

80% of the available \$42,000,000 Enhancement funds will be targeted as allocation to the RTPOs. This equates to a total RTPO target allocation of \$33,600,000. Each RTPO's target allocation is based upon their percentage of the 2004 statewide population. The committee will utilize the remaining 20% (\$8,400,000) of available funds to make selection recommendations for both statewide projects and those projects submitted by the RTPOs that are beyond their target allocation.

RTPO target allocations are shown in the following table. This table also shows the counties that comprise each RTPO.

RTPO Target Allocations:

RTPO	Target Allocation
Benton-Franklin Walla Walla RTPO	\$1,465,000
Benton	
Franklin	
Walla Walla	
North Central RTPO	\$775,000
Chelan	
Douglas	
Okanogan	
Northeast Washington RTPO	\$327,000
Ferry	
Pend Oreille	
Stevens	
Palouse RTPO	\$375,000
Asotin	
Columbia	
Garfield	
Whitman	
Peninsula RTPO	\$783,000
Clallam	
Jefferson	
Mason	
Puget Sound Regional Council	\$18,613,000
King	
Kitsap	
Pierce	
Snohomish	
Quad-County RTPO	\$769,000
Adams	
Grant	
Kittitas	
Lincoln	
Regional Transportation Council	\$2,248,000
Clark	
Klickitat	
Skamania	
San Juan County	\$82,000

RTPO Target Allocations (continued):

RTPO	Target Allocation
Skagit/Island RTPO	\$1,000,000
Island	
Skagit	
Southwest Washington RTPO	\$1,416,000
Cowlitz	
Grays Harbor	
Lewis	
Pacific	
Wahkiakum	
Spokane Regional Transportation Council	\$2,353,000
Spokane	
Thurston Regional Planning Council	\$1,190,000
Thurston	
Whatcom Council of Governments	\$966,000
Whatcom	
Yakima Valley Conference of Governments	\$1,239,000
Yakima	
Total RTPO Target	\$33,600,000

2005 Call for Projects Schedule:

- **July 8, 2005:** Call for projects released.
- **November 1, 2005:** Final RTPO prioritized lists and project applications, and statewide project applications due to WSDOT.
- **January 2006:** Statewide committee prioritizes projects for recommendation to Secretary of Transportation.
- **February 2006:** Final selections approved by Secretary of Transportation, and selection letters mailed.